

Personnel Department

San Luis Obispo County



MINUTES OF THE **REGULAR MEETING** OF THE CIVIL SERVICE COMMISSION
WEDNESDAY FEBRUARY 28, 2001, 9:00 A.M.
Personnel Conference Room
County Government Center
San Luis Obispo, California

Present: Commissioners John Burnham, Cyrus Hays, Terry O'Farrell, and President Robert Bergman

Absent: Vice President Jeannie Nix

Staff present: Frank Freitas, Commission Secretary; Angie Passant; Recording Secretary

1. CALL TO ORDER

President Bergman called the meeting to order at 9:00 a.m., and led the flag salute.

2. PUBLIC COMMENT PERIOD

President Bergman addressed the public/audience for anyone wishing to address the Commission during Public Comment Period.

There being no comments, Commissioner Bergman closed the Public Comment period.

3. MINUTES

January 24, 2001.

Secretary Freitas informed the commission that there have been revised minutes distributed to the commissioners.

IT WAS MOVED by Commissioner Hays and seconded by Commissioner Burnham and carried to approve the revised minutes for January 24, 2001.

4. MONTHLY REPORT

January 2001

IT WAS MOVED by Commissioner Hays and seconded by Commissioner Burnham carried to approve the Monthly Report for January, 2001

These minutes reflect official actions of the Civil Service Commission. A taped record of the Civil Service Meetings are generally available for inspection.

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5. CREATE CLASSIFICATIONS/NEW SPECIFICATIONS

- A:** Chief Water Treatment Plant Operator – Grade 3 - Dept of Public Works and Transportation.
- B:** Chief Water Treatment Plant Operator – Grade 4 - Dept of Public Works and Transportation.

Tony Krause – Personnel Analyst commented on the above new specifications.

President Bergman asked if the positions were currently filled and if the employees were already designated.

Tony Krause replied that there were incumbents performing these job duties.

President Bergman wished to clarify that there would be no increase in employees in the department, just change in titles. He also inquired what impact this would have on the pay.

Tony Krause stated he believes that the salary the department has proposed is equivalent to Waters Systems Worker IV and the Chief Plant Operator – Grade 4, would be a little above that.

IT WAS MOVED by Commissioner O'Farrell and seconded by Commissioner Burnham and carried to approve the new specifications Chief Water Treatment Plant Operator – Grade 3 and Grade 4 - Dept of Public Works and Transportation.

6. REVISED SPECIFICATIONS:

- A.** Nurse Practitioner/Physician's Assistant.

Tony Krause – Personnel Analyst commented on this specification.

IT WAS MOVED by Commissioner Hays and seconded by Commissioner Burnham and carried to approve the revised specification for the Nurse Practitioner/Physician's Assistant.

- B & C.** Public Health Nutritionist I/II and Communicable Disease Investigator.

Rick Bull – Personnel Analyst commented on the above specifications

IT WAS MOVED by Commissioner O'Farrell and seconded by Commissioner Burnham and carried to approve the revised specification for Public Health Nutritionist I/II and Communicable Disease Investigator.

7. DELETED SPECIFICATIONS:

None

8. FUTURE AGENDAS:

Secretary Freitas stated that there were a few things that may result in hearings.

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9. TIME RESERVED FOR COMMISSION PRESIDENT

President Bergman referred to a resolution for Jon M. Jenkins in appreciation for service as Commission attorney and commenced reading this resolution.

Secretary Freitas also wished to personally thank Jon Jenkins.

President Bergman referred to a resolution for Secretary Freitas in appreciation for his service as Commission Secretary/Personnel Director and commenced reading this resolution.

He further stated that these two resolutions would be brought back for approval at the next Commission meeting in March.

Secretary Freitas wished to thank the commission.

10. TIME RESERVED FOR COMMISSION ATTORNEY

Jon Jenkins – Commission Attorney referred to a case heard in superior court regarding the Sheriff's law suit against the CSC in the matter of Correctional Officer McGill. The Civil Service Commission did prevail in it's ruling.

Jon Jenkins went on to announce his retirement as Deputy County Counsel on March 16, 2001 and introduced Ann Duggan as the new Commission Attorney.

11. TIME RESERVED FOR COMMISSION SECRETARY

Secretary Freitas announced that Dale Hanson has been appointed as the new Personnel Director and will assume this office Monday March 5, 2001.

Secretary Freitas further commented on the new office space for the Personnel Department.

12. ADJOURNMENT

There being no further business, the regular meeting was adjourned.